NATIONAL COUNCIL BULLETIN

A Service of Information, Interpretation, and Leadership for Member Associations

National Council, Young Men's Christian Associations of the United States
291 Broadway, New York 7, N. Y.

February, 1950 Vol. 24, No. 2

Sound Records Needed for Better Work

Revised Manual of Association Records and Accounting Now Ready

PUBLICATION of the new records manual, *Association Records and Accounting,* provides occasion for referring again to some of the important contributions of record-keeping and reporting to improved Association work.

Records and reports are aids to better administration and program. They provide the facts and background for assessing trends, measuring staff load, providing norms for the use of facilities, testing directions and goals, checking membership participation and turnover, determining costs and fees, and evaluating outcomes. Without accurate and up-to-date records of membership, program services, and financial affairs, committeemen, board members, and secretaries are handicapped in making administrative judgments, shaping wise policies, and applying effective methods of work.

In the Y.M.C.A., financial records and reports developed early. Receipts for income, vouchers for expenditures, budgets and departmental accounts were rather generally accepted long before much was done to record who was being served, in what activities, and with what results. Perhaps financial recording procedures and devices were more readily available and the necessities for accounting for funds more urgent. Or, perhaps counting group attendance and interviews, or accounting for progress in swimming skill, or tracing the development of a sense of belonging to a group, or describing a change of attitude or behavior were just more difficult and time-consuming.

In any case, careful record keeping and reporting on finances *and program* are increasingly emphasized as characteristic of the competent secretary. The medical field provides an interesting parallel. One of the critical items in the procedure of the American College of Surgeons for accrediting hospitals is the maintenance of adequate medical records. Records for the worker engaged in character development are no less important. They may be more so!

Records and reports have many important uses in the work of the Y.M.C.A. secretary. Among them are such factors as:

To Improve Workmanship

Records are tools for good workmanship. The club leader uses them to tell him where he is in relation to where he has been and the direction in which he is going. The supervisor uses them to help club leaders understand why the club goes up or down, to check on the effect of different plans, and to help increase his own skill in analysis. Department heads, executives, and general secretaries use them to get an over-all view, spot danger signals month by month, note improvements, and give recognition for good work.

Records are also important in the development of standards, providing comparable measures, testing effectiveness, and other steps to provide general guidance to the improvement of secretarial skills. Much, of course, has been done in this field to develop measures for staff load, such as the number of groups per secretary, number of members per secretary, and other guides to sound personnel policies.

To Guide Policy Making and Planning

Records and reports are needed to provide clear definition of what is to be done, with whom, and under what circumstances. Only accurate and up-to-date information can provide the directions needed for sound policy making and planning. Recent studies have shown great variation in the rates of growth of the various age groups in the Association membership. Similar changes have been recorded for the religious composition of Association membership. Decisions by the local Association and the national organization with respect to appropriate policies dealing with age, sex, and religious composition of membership can only be made in the light of accurate facts provided by careful recording and reporting.

To Give Accurate Accounting of the Use of Funds

On the average, 20 per cent of Y.M.C.A. budgets come from contributions, and about 62.5 per cent of contribution income is received through Chest channels. Concise, accurate, and convincing budget presentations to Chest committees are an increasingly important part of Association operation. Whether in or out of joint financing, Associations are under obligation to account for use of funds. More and more, this calls for cost analyses for various types of program, ratios of staff expenditures to total budget, and similar facts. These are in addition to the operating ratios essential to good administration and management.

To Aid National Interpretation

The nationwide impact of the Y.M.C.A. as a total movement is enhanced by effective national interpretation and publicity, sound policies and procedures for inter-Association programs and action, and responsible cooperation with churches, social agen-

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Nesbitt to Head Industrial Program Committee

New chairman of the Industrial Program Committee of the National Board of the Y.M.C.A.'s, succeeding Herman W. Steinkraus as of January 1, 1950, is Albert J. Nesbitt, president of John J. Nesbitt, Inc., manufacturers of heating, ventilating, and air - conditioning equipment, Philadelphia.

Mr. Nesbitt, an active Y.M.C.A. member since boyhood, is the newly-elected president of the Philadelphia Association and is a member of the Pennsylvania State Committee, and the National Council.

In addition to his Y.M.C.A. affiliations, Mr. Nesbitt is director of the Metal Manufacturers Association, director of the Northeast National Bank of Philadelphia, a member of the board of directors of the Philadelphia Council of Churches, and vestryman in the St. Thomas Episcopal Church of Chestnut Hill. In 1949 he was chairman of the industrial and financial division of the Philadelphia Community Chest. He is a former president of Tacony Manufacturers Association, and former president of the Philadelphia chapter of the Heating and Ventilating Engineers Society.

Planning Committees for Centennial Convention at Work

The second meeting of the General Planning Committee of the Centennial International Convention was held in New York on January 27 under the chairmanship of Eugene R. McCarthy of St. Louis, President of the National Council.

Members of the committee are:

Dean Charles C. Noble of Syracuse, N. Y., vice chairman; John W. Beaton, Montreal, Que.; Harold F. Brigham, Indianapolis, Ind.; Paul Carrington, Dallas, Tex.; Roy E. Coombs, Orange, N. J.; Dave Coughey, Fredricton, N. B.; Louis D. Cull, Brecksville, Ohio; Col. Clifford C. Gregg, Chicago, Ill.; G. I. Griffith, Olympia, Wash.; Francis S. Harmon, New York, N. Y.; Fred G. Holmes, Phoenix, Ariz.; R. S. Hosking, Toronto, Ont.; Ralph Waldo Lloyd, Maryville, Tenn.; Malcolm B. McDonald, Minneapolis, Minn.; John Magwood, Toronto, Ont.; Winthrop G. Martin, Brooklyn, N. Y.; Benjamin E. Mays, Atlanta, Ga.; Clarence R. Mease, Scranton, Pa.; E. V. Rasmussen, Cleveland, Ohio; T. A. Robinson, Pittsburgh, Pa.; John Sessions, Canton, Ohio; Frank V. Slack, New Paltz, N. Y.; Frank M. Totten, New York, N. Y.; Harold A. Wagner, Los Angeles, Cal.

Representatives of constituent groups include:

Lloyd L. McClow, Chicago, Ill., Association of Secretaries; G. O. Aubrey, New York, N. Y., and James Sears, South Bend, Ind., National Hi-Y Congress; Richard E. Zimmer, Pittsburgh, Pa., National Young Men's Assembly; Stanley McWilliams, New York, N. Y., National Physical Education Council; George Goold, Temple City, Cal., and Rollo Smethers, Harrisburg, Pa., International Association of Y's Men's Clubs; Jim Low, Springfield, Mass., National Council of Industrial Management Clubs; Fred H. Coots, New York, N. Y., National Student Council; and a representative of the National Assembly of Transportation Y.M.C.A.'s to be named.

► The Program Committee held its first meeting on January 11 under the chairmanship of Dean Charles C. Noble of Syracuse. Other members of this committee are:

Harold F. Brigham, Indianapolis, Ind.; A. A. Buckley, Toronto, Ont.; Fred H. Coots, New York, N. Y.; Hedley S. Dimock, Chicago, Ill.; Henry D. Grimes, Lawrence, Mass.; Stanley High, New York, N. Y.; Robert C. Johnson, New York, N. Y.; Paul M. Limbert, Springfield, Mass.; John Magwood, Toronto, Ont.; Winthrop G. Martin, Brooklyn, N. Y.; Kirtley F. Mather, Newton, Mass.; and Owen E. Pence, New York, N. Y.

► The Public Relations Committee of the National Council met on January 12, under the chairmanship of Francis D. Pratt of New York, N. Y., for a preliminary study of the public relations aspects of the Centennial Convention.

► Paul Carrington of Dallas, Tex., has accepted the chairmanship of the Finance Committee while Col. Clifford C. Gregg, Chicago, Ill., will chair the Promotion and Registrations Committee. Members of these committees will be announced soon.

Joel E. Nystrom is the executive secretary of the Convention and of the General Planning Committee.

Pence to Direct Study of "Y" Strategy in Small Towns

Owen E. Pence, formerly director of the Bureau of Records, Studies, and Trends, commenced work in mid-January on a special study of Y.M.C.A. strategy in small towns and rural communities.

It is expected that the study will result in description and evaluation of the present patterns of Y.M.C.A. work in these communities with recommendations about strategy for the future. It will be carried on in close collaboration with the executives and program secretaries of the area and state organizations.

McCollom Chairs Interracial Commission

Vivian C. McCollom of Paterson, N. J., has accepted the chairmanship of the newly appointed National Study Commission on Interracial Practices in the Y.M.C.A.

Mr. McCollom is a past president of the Paterson Y.M.C.A. and a member of the Central Atlantic Area Board where he has served as chairman of the Executive Committee and chairman of the World Youth Fund Campaign. Mr. McCollom is president of the Allentown Converting Company.

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J. E. SPROUL, Editor

NATIONAL COUNCIL OF Y.M.C.A.'S
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INTERNATIONAL COMMITTEE OF YOUNG MEN'S CHRISTIAN ASSOCIATIONS
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President
HARPER SIBLEY
Chairman, National Board
JAMES C. DONNELL, II
Chairman, Executive Committee, National Board
EUGENE E. BARNETT
General Secretary

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Professional Recruitment for Today

Suggestions offered by the Personnel Services Committee on Recruiting[1]

WHILE the number of unfilled positions in the Y.M.C.A. is still above the normal vacancy count, the greatly increased flow of applications from numerous sources suggests the need for very careful screening of candidates lest the diminishing number of positions become filled with less than the ablest candidates. This by no means implies that we should relax our efforts in directing the attention of young people to the Y.M.C.A. Secretaryship as a career. It is only as we maintain the recruiting machinery and momentum built up during the past several years that quality selection can be assured through an adequate flow of professionally qualified candidates. The process of discovery, cultivation, and interpretation must go on unabated.

The Personnel Services Committee on Recruiting, therefore, recently reaffirmed its 10-point platform of policy and action on recruiting[2]:

1. Professional recruitment is an obligation of the entire Movement.
2. The Y.M.C.A. Secretaryship offers career opportunities to Christian-motivated young men and women with suitable leadership capacities and the requisite professional training and, therefore, should be widely and attractively publicized.
3. The Y.M.C.A. fails in its essential mission if, as a result of its broad contacts and activities, it does not attract into its professional service a sufficient number of highly qualified candidates.
4. The Young Men's Christian Association has an obligation to itself, as well as to youth, to acquaint young people of potential worth with the professional possibilities in the Association Secretaryship, to provide them with try-out experiences of a sort to stimulate their interest and to test their capacities, and to encourage them in the acquisition of the knowledge and the training necessary to qualify for placement and advancement.
5. Primary responsibility for professional recruitment rests with State Committees, Area Councils, and Association Colleges working through local Associations in their respective areas and in accordance with the professional standards adopted by the National Council.
6. Adequate recruitment of fully qualified professional personnel is dependent upon a whole series of co-ordinated and continuous activities calculated to interest and attract able young men and women into the Secretaryship.
7. Association recruiting efforts must be directed toward high school and out-of-college youth as well as to college seniors and recent graduates. Not only must there be a systematic approach to high schools and colleges, but there must be a continuous contact with prospective candidates beginning in high school and carrying through college. (While this defines our central focus, it does not exclude other possible sources such as the fields of business, education, ministry, etc.)
8. Our recruiting processes should be subjected to constant scrutiny and improvement in order to increase their effectiveness and productivity.
9. In recruiting persons for training and employment, account should be taken of the best guidance procedures in determining motivation, interests, aptitudes, and other necessary personal qualities.
10. We should be alert to discover criteria for more adequate selection.

To give effect to these conclusions today, the Committee urges that Area Councils and State Committees:

—continue their organized recruiting programs through cultivation of and visitation to selected colleges, conferences for college and high school youth, follow-up of prospective candidates, and through such other means as will produce a steady flow of high grade candidates both for Association training and for placement.

—emphasize the need for more careful screening of candidates in terms of personal qualifications, vocational interest, relatedness of training and orientation to the Y.M.C.A. so as to ensure a flow of the best qualified candidates.

—provide to local Associations and to those individual secretaries charged with recruiting responsabilities the guidance and materials needed to attract, interest and inform potentially able young people regarding career opportunities in the Young Men's Christian Association.

and that local Associations:

—be constantly alert to discover and cultivate outstanding young men in Hi-Y clubs, leaders corps, and in other Y.M.C.A. relationships, and to stimulate their interest in Y.M.C.A. work as a vocation.

—keep the Y.M.C.A. Secretaryship as a career attractively publicized in their respective communities.

—encourage persons to enter Y.M.C.A. work only in the case of those who have high potentialities for it.

—select for placement in professional positions only those candidates who give evidence of having the personal motivation, the basic interests and training, and the other requisites for success and continuance in the Y.M.C.A. Secretaryship.

[1] Members of the Committee on Recruiting are: Roy E. Coombs, Orange, N. J., chairman; Harvie J. Boorman, Harrisburg, Pa.; Otto Carpenter, New York, N. Y.; R. Wiliam Cheney, Springfield, Mass.; Ernest M. Ford, New York, N. Y.; Paul E. Keyser, Portland, Ore.; Archie Knowles, New Haven, Conn.; John L. Nelson, Chicago, Ill.; Fred A. Replogle, Chicago, Ill.; Richard Richards, Columbus, Ohio; and Karl Zerfoss, Chicago, Ill.

[2] This policy was first adopted in October, 1946.

MINNESOTA'S GOVERNOR LUTHER W. YOUNGDAHL

Governor Youngdahl will be the principal speaker at the dinner meeting of the National Council at the Statler Hotel, Buffalo on May 20.

The Council and preliminary consultations and committee meetings are scheduled for May 18 to 21.

National Board Meets

The National Board met in New York January 28 and 29. Business: to review 1949 and plan 1950. Financial reports for 1949 were available too late for publication in this issue of the BULLETIN. Full report will be made in March.

Sound Records Needed

(Continued from page 1)

cies, and government. Record-keeping and reporting provide the facts and background essential for these developments.

Without accurate figures from each local Association on its membership and program it would not be possible to interpret the place of the Y.M.C.A. on a nationwide basis .The *1948 Year Book* report to 1,769,312 members is only possible when 1,262 Y.M.C.A.'s provide accurate records of their annual membership.

Reporting on program and activities also helps to maintain a certain standard for the affiliation of local units with the National Council. One of the requirements for membership in the National Council is the provision of the annual report of member Associations. This report and the certification that the Association conforms to the spirit and purpose of the Y.M.C.A. are the most important requirements for membership in the national organization.

To Provide for Studies and Historical Purposes

Answers to current operating questions about such factors as salaries, number of members, maintenance costs per cubic foot, proportion of income from contributions, and many other related factors can be provided only through studies based on accurate and comparable local records. Long-range trends in sources of income and major expenditures for Association operation can be discerned only when records are maintained consistently over a period of years. Obviously such facts are essential to sound Association operation.

Reliable records do not come by accident. They are outcomes of established and carefully followed day-to-day procedures. The new manual, *Association Records and Accounting,* helps to define and establish such procedures.

While the new manual follows essentially the same pattern and practice that have been developed over many years, there are a few changes and additions:

Membership and program records are combined with accounting records.

A new section on camping records has been added.

Some of the forms have been redesigned in the light of suggestions from local Associations.

The manual and supporting records are available from Association Press at $2 for the manual, 25 cents for a sample packet of record forms, and $1 for a sample packet of accounting forms.

Associations Asked to Review Experience in Using New Membership Terminology

Local Associations will be asked this month to report on their experience in using the membership classifications adopted by the National Council in June, 1946. A report blank will be mailed to each local Association by the Committee on Membership Policies.

The increasing number of membership terms and classifications used by local Associations led to a study of current membership practices, which was completed in 1946 and presented to the Council meeting in Atlantic City under the title, *This Matter of Belonging.*

The report reviewed the local membership terminology then in use, and listed 309 different membership classifications reported by 470 Associations. In the interest of securing simplified terminology, the report proposed three inclusive membership classifications to describe the relation of members to the Association and recommended the use of these classifications for a five-year experimental period, in the hope that uniform terminology might be developed.

The report and recommendations were approved by the Council, and, since that date, over 800 Associations have been using the new terms—"member," "member-at-large," "member-at-work," as a step toward clarification of membership terminology and enhancement of membership values.

The Council designated the year 1951 as a time for a review of this experience, with appropriate recommendations for modification or re-statement of the terms as may be desirable. The reports now asked for will be used for this purpose.

Reports have been received each year from local Associations, as a part of the *Year Book* data, showing the numbers of members reported in the three categories. The present inquiry will give local Association leaders the opportunity to state how this four-year experience has contributed to simplification of membership terminology and in better interpretation of the YM.C.A.

Carlton L. Fischer, chairman of the Membership Policies Committee, has appointed a special committee consisting of E. H. Backey, chairman; Roger M. Gray, Elmer O. Hill, Henry H. Harper and Robert Knight, to conduct this review of local experience. A report will then be made to the meeting of the Membership Policies Committee, to be held at Buffalo, N. Y., on May 18, preceding the meeting of the National Council.

Second Conference on Church and Economic Life to Convene in February

The second National Study Conference on the Church and Economic Life, convened by the Federal Council of Churches of Christ in America, will be held in Detroit, from February 16 to 19, 1950.

There will be in attendance some 400 delegates appointed by the denominations and other religious bodies including the Y.M.C.A. These delegates will be predominantly lay people drawn from the ranks of agriculture, business, labor, the professions, and the general public. According to the *Call,* issued by Bishop John S. Stamm, President of the Council, they "will have the opportunity to help the churches contribute insight and direction in respect to economic issues and tensions that have vast social and moral implications.

Although there will be a few major addresses, most of the time of the delegates will be spent in group discussions on the following subjects:

The individual—conflicting motives and claims;

Organized groups—freedom of enterprise and social controls;

The world—the American economy in relation to world needs and resources;

The churches—their program in relation to economic life.

World Boys' Work Consultation Scheduled for May

A World Consultation on Y.M.C.A. Boys' Work will be held at Green Lake, Wisconsin, from May 14 through 21, immediately following the Ninth North American Assembly on Y.M.C.A. Work with Boys. Previous world conferences at Portschach in 1923, Helsingfors in 1926, and Toronto in 1931 stimulated and enlarged the vision of world leaders to the needs and opportunities for work with boys. There is now urgent need for a reappraisal of the needs of boys in light of postwar conditions and revitalizing Y.M.C.A. boys' work in all areas and countries.

It is expected that there will be in attendance at Green Lake thirty men from abroad, twenty men from the United States, five men from Canada, and ten D.P. Y.M.C.A. secretaries now in the United States.

The consultation will deal with such matters as:

—relationship of government controlled youth movements to Y.M.C.A. boys' work.

—development of an International Hi-Y Fellowship and other Y.M.C.A. secondary school boys' movements.

—development of strategy and functional organization for World's Committee boys' work program.

—Christian emphasis in Y.M.C.A. boys' work.

—camping program of the Y.M.C.A.

—financing Y.M.C.A. boys' work.

—how can boys be prepared in each country for living in today's world.

The men from abroad will attend the Ninth Assembly as guests of the North American Association of Boys' Work Secretaries. Following the consultations they will spend six or eight weeks visiting and studying our boys' work and camping program in a number of local Y.M.C.A.'s.

National Hi-Y Council Convened

The first meeting of the National Hi-Y Council, a continuing body authorized by the Fifth National Hi-Y Congress, was held at Lake Forest College, Illinois, during the Christmas holidays. The Council, which will meet annually, is charged by the National Hi-Y Congress with certain definite responsibilities:

—to carry out tasks referred to it by the National Hi-Y Congress,

—to consider proposals coming to it from area and state sections of the Hi-Y and Tri-Hi-Y Movements,

—to review progress and make recommendations on the development of the permanent Hi-Y World Service program,

—to recommend program emphases and projects to be undertaken by the Hi-Y and Tri-Hi-Y Movements,

—to serve as a planning committee for the National Hi-Y Congress.

The National Hi-Y Council serves in an advisory capacity to the National Committee on Work with High School Youth, and its actions are considered as recommendations to this committee.

Forty-six people were present at the Council meeting including: twenty-nine Hi-Y and Tri-Hi-Y members representing eighteen State Hi-Y Councils and Fellowships and five Area Hi-Y and Tri-Hi-Y Fellowships. All six officers of the Fifth National Hi-Y Congress were present and carried the leadership of the meeting until the Council installed its own officers. Adults in attendance were representatives of the National Committee on Work with High School Youth, members of the National Council staff, and five observers.

There are 11,621 Hi-Y and Tri-Hi-Y Clubs with 310,306 members in the United States.

Officers elected by the National Hi-Y Council, who will continue in office until its second meeting next December, are: President—John A. Hoyt, Tiffin, Ohio; Vice-President—Floyd Tyson, Richmond, Virginia; Secretary—Lilo Blasberg, Chicago, Illinois; and Chaplain—Drake Richey, Wellsburg, West Virginia.

Many important and far-reaching recommendations to the National Committee on Work with High School Youth appear in the actions of the National Hi-Y Council, among them:

Representatives on the National Hi-Y Council should include one delegate from each state not in an area and one delegate from each area (with states within areas free to select one representative each), officers of the preceding Hi-Y Congress, and six adult advisors from the National Committee on Work with High School Youth and the National Council staff.

To present requirements for affiliation in the National Hi-Y Fellowship should be added: a club must have a written constitution and by-laws, an adult sponsor over twenty-one, two meetings a month, and a balanced program.

Program emphases should include: an annual Hi-Y public opinion poll, a standard honor club achievement plan, extension of the Youth and Government program to all states, and the holding of National Conferences of Boy Governors at regular intervals.

Hi-Y and Tri-Hi-Y Clubs which have not already accepted World Service projects should do so immediately, selecting to support work with displaced persons in Europe or work with young people in India or in the Philippines.

The fee for National Hi-Y affiliation should be increased by 10 cents to finance attendance of area and state delegates to the National Hi-Y Council.

The Sixth National Hi-Y Congress should be held in June, 1951, in connection with the International Convention.

Brotherhood Week Observances Planned

Y.M.C.A.'s across the country along with many other community agencies will be observing February 19 to 26 as Brotherhood Week. Community programs will include dinner and program meetings of clubs bringing together representatives of different cultural groups in the community; group discussions of recreation opportunities, medical care, better housing and other conditions for minority groups; speakers and films for regular or specially scheduled meetings. Schools and colleges will conduct audits of intergroup practices in school and community, plan assembly programs, set up book and poster displays. Similar special programs will be scheduled in the churches starting with observance of Race Relations Sunday on February 12.

Associations that have not yet made plans for this emphasis in their Hi-Y, Y-Phalanx, Y's Men's, Industrial Management, and other clubs, can still obtain last-minute suggestions from the National Conference of Christians and Jews, 381 Fourth Avenue, New York 16, N. Y.

Welcoming Foreign Students to the U. S. A.

Once again the sign of the Red Triangle goes up around the world. This week the Division of Libraries of the Department of State sends out to all consulates, embassies, and U. S. Offices of Information a poster announcing the services of the Committee on Friendly Relations Among Foreign Students. The poster, designed and printed by the Division of Libraries, is two-toned and silk-screened and is addressed to all students seeking visas to the United States. It carries a reproduction of the Committee's publication, *Living in the United States,* an introduction to the social habits and customs of living in our country.

Accompanying the poster is a special printing of a new folder entitled *Services for Foreign Students.* The foreword reads: "The Committee on Friendly Relations Among Foreign Students represents American citizens who welcome you to the United States and want to help make your stay a pleasant and profitable experience." The folder then outlines the services of the Committee at the ports of entry and on college campuses. It calls attention to many civic, social, and religious groups in local communities working cooperatively with the Committee in supplementing the student's formal educational experiences. Attached to the folder of information is a return card addressed to 291 Broadway, allowing the student to send full information on his travel plans and his special needs.

The Committee on Friendly Relations Among Foreign Students, which is one of the projects of the National Council of the Y.M.C.A.'s carried on in cooperation with certain other agencies, has received world-wide recognition and the active support and cooperation of foreign governments, our own government, colleges, and universities.

The nearly 27,000 overseas students from 153 countries in residence in 1,076 American colleges and universities come primarily for the "educational know-how," science and technology. All return to their homelands to be the teachers and leaders of men. They will get their science and technology. They must get far more if their presence with us is to make its highest contribution to world understanding and appreciation.

These students are in residence in every state of the Union. They are literally on the doorsteps of all Associations across the land. They have much to contribute to our understanding of other cultures. They have much to learn from us. Their great need is to share the highest and the best of what we recognize as the American Way. They need to be a part of our community group life. They must be welcomed in our homes. They need personal relationships with men and women who are professionally related to their courses of study. It is imperative that they make friends.

Local Associations have a responsibility. In this time of international stress and strain, the local Y.M.C.A. can play a global role right on the home front. It is urgent that all Associations know their particular responsibility and their distinctive role. The following procedure is suggested:

1. Request to be put on the mailing list of the Committee. You will receive the 1950 census of foreign students giving the distribution by states and colleges. It is the official census made by the Committee and printed in the publication, *Unofficial Ambassadors,* off press in late February.

2. Copies of *Program Papers* sharing significant program experiments are also available to program secretaries.

3. There is a continuous movement of overseas students and overseas specialists across the country. These men are highly selected, the cream of their country. They prefer, enroute to their destination or during the time they may be in a city for special interviews, to stay at the Y.M.C.A. Government bureaus and private foundations bringing these students to the United States also prefer such arrangements, particularly when it enables the overseas guests to have fellowship with young adult groups, professional groups, and other like experiences. The Committee should have on record the name of a staff member in each Association who can be contacted to make necessary arrangements for overseas guests

4. A complete record of all overseas

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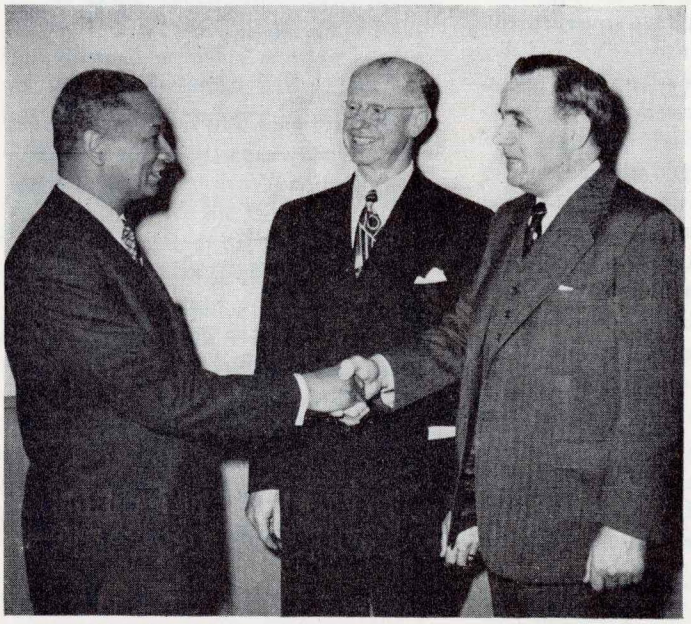
First Negro Elected to St. Louis "Y" Board



Bige Wyatt (left) is congratulated by President Randall Foster and General Secretary Robert Vernon on his election to the Metropolitan Board of Directors of the St Louis Y.M.C.A. Mr. Wyatt is the first Negro to be elected to the Board in its ninety-six year history. He has been a member of the Pine Street Board of Managers for several years and served as its chairman in 1947 and 1948. He has been a member of the National Council since 1947.

Another member of the Pine Street Board of Managers, Dr. E. L. Grant, recently became the first Negro member of the St. Louis Board of Education.

Dates Set for Spring Athletic Competitions

Sports competition in the Y.M.C.A. has a definite contribution to make at all skill levels when properly planned and conducted.

Character qualifications as well as skill qualifications should be demonstrated before members are invited to engage in representative competition.

Y.M.C.A. competition will be carried on with the understanding that opportunities will be sought to cooperate with other amateur sports bodies that are seeking similar goals in sportsmanship, physical fitness, and education in international understanding.

The following are dates for 1950 National Y.M.C.A Championships:

3rd National Y.M.C.A. Athletic Achievement Contest (Boys' Division), November 1, 1949-March 31, 1950 Conducted locally —results filed with Area/State Offices by April 1, 1950. National Chairman, Horace A. Smith, Y.M.C.A. Bridgeport 3, Conn.

4th National Y.M.C.A. Junior Four Wall Handball Championships, Central Y.M.C.A. Washington, D. C. These occurred January 23-28, 1950. Dr. C. W. Engelhardt, Chairman, Central Y.M.C.A., 1736 G St., N. W., Washington 6, D. C.

22nd National Y.M.C.A. Basketball Championships, Y.M.C.A., San Pedro, Cal. March, 23-25, 1950. Howard E. Miller, Chairman, 921 Beacon Street, San Pedro, Cal.

24th National Y.M.C.A. Senior Four Wall Handball Championships, Central Y.M.C.A., Toledo, Ohio. March 27—April 1, 1950. James Crockett, Chairman, 1110 Jefferson Avenue, Toledo 2, Ohio.

23rd International Y.M.C.A. Indoor Swimming and Diving Championships, Downtown Branch, Y.M.C.A. Minneapolis, Minn. April 21-22, 1950. Phil Broman, Chairman, 30 So. 9th Street, Minneapolis 2, Minn.

1st National Y.M.C.A. Weight Lifting Championships, Central Y.M.C.A., Baltimore, Md. April 21-22, 1950. Joseph Beczkowski, Chairman, 24 W. Franklin St., Baltimore 1, Md.

Volley Ball Championships: Municipal Sports Arena, Knoxville, Tenn. 18th National Y.M.C.A. Veterans' Volley Ball Championships—May 11, 1950.

25th International Y.M.C.A. Volley Ball Championships, May 12, 13, 1950. E. Guy Frizzell, Y.M.C.A., 605 Clinch St., Knoxville 14, Tenn. (Also to be held in Knoxville—U. S. Open Volley Ball Championships— May 12-13, 1950; Collegiate Championships—May 11-13, 1950; Women's Championships—May 11-13, 1950)

12th National Y.M.C.A. Wrestling Championships, April 14-15, 1950. (National Y.M.C.A. Wrestling Committee will meet soon to select location. Bids to be considered have come from Cleveland, Ohio.; Toledo, Ohio; Brooklyn, N. Y.) James G. Holland, Chairman, National Y.M.C.A. Wrestling Committee, 20 Exchange Place, New York 5, N. Y.

New Books from Your Association Press

Helping Boys in Trouble by Melbourne S. Applegate. Mr. Applegate is a layman with twenty-four years of experience as a volunteer Big Brother. He writes in straightforward language of the methods he has used, the kinds of relationships he established, and the do's and don'ts he discovered through trial and success.

J. Edgar Hoover says of this book, "It will become a valuable handbook for any man who wants to serve as a big brother to boys in trouble. . . . The book should also be read with great profit by sincere fathers who desire to become better acquainted with their sons." ($1.75)

Phalanx—A "Y" Club for Young Men. This is an up-to-date version of the manual for Y-Phalanx Clubs prepared in 1941. It takes into account a number of recent changes in Y-Phalanx Club practices—the tendency to abandon the use of Roman terminology, innovations in program content, broadened inter-club and community relationships, new rituals and forms. The suggestions on organization and program will prove invaluable to "Y" clubs of young men. ($1.25)

Campaigning for Members by Herman A. Sarachan describes all phases of membership and fund-raising campaigns from initial planning to final reporting. It is a handbook for leaders, giving them the procedures, the organization and scheduling plans, and the sample forms that will get a few hundred or several thousand members.

It includes detailed suggestions on: how to plan the campaign, how to build the team organization, how to develop a publicity program, how to use the media of publicity, preparing materials for the campaigners, the other functioning committees, how to build the prospect list, mail solicitation in advance of the campaign, how to plan team organization meetings, how to assign prospects to teams, how to set quotas, preparing for the opening meetings, the campaign in progress, the campaign closes, membership procedure following the campaign, how to evaluate the campaign. ($3.00)

For Lenten Reading

Fellowship of Prayer, the guide to Lenten devotions which is prepared each year, is available at 5 cents for 1 to 99 copies, 4 cents for 100 or more. This booklet should be in the hands of every committeeman, volunteer leader, resident member.

Treasury of the Christian Faith by Stanley I. Stuber and Thomas Curtis Clark is an indispensable resource for program committees and staff members in planning Lenten resources. ($5.00)

Welcoming Foreign Students

(Continued from page 6)

students is on file at headquarters office. Thus the names of Methodist, Presbyterian, or Baptist students in any community could be forwarded. Similarly the individual names from various national groupings could be given for such program purposes as may be to the joint welfare of the overseas students and American friends.

5. Staff members of the Committee do considerable traveling. Contacts in a community are likely to be with administrative officers of colleges and universities. The story of the international exchange of students and its significance in the present international scene makes an excellent presentation for annual meetings and carries a World Service emphasis that is unique and new. The general secretary of the Committee, J. Benjamin Schmoker, may be available for such engagements. He should be addressed at 291 Broadway, New York 7, N. Y.

From the Editor's Mail Bag

The people of Redondo, Cal., worked together in the spirit of a frontier barn-raising bee when they gave their services week after week to construct Camp Edwards at Barton Flats for the Y.M.C.A. Volunteers did all the work of construction from digging ditches to making cabinets. Carpenters, plumbers, electricians, and others spent their Saturdays and Sundays in the mountains so the youngsters of Redlands may have a camp in coming summers.

Secretarial Changes

Reported by the Personnel Services, National Council, January 1, 1950

NEW ENTRANTS

*Abernathy, J.. W., Boys, Fries, Va.
*Anderson, J. H., Asso. Boys, Downtown, Minneapolis, Minn.
*Appenzeller, W. S., Asst. Phys., Downtown, Minneapolis, Minn.
*Armet, W. R., Phys., North End, Niagara Falls, N. Y.
*Ball, R. E., Asso. Boys, West, Philadelphia, Pa.
*Barton, K. W., Boys, Torrington, Conn.
*Barton, S. E., Phys., Wakefield, Mass.
*Beaver, C. J., Phys., W. J. Williams, Cincinnati, Ohio
*Beck, Duane W., Phys., Saginaw, Mich.
*Bennett, C. G., Asso., City-wide Boys, Boston, Mass.
*Berliner, C. W., Boys, Downtown Boys, Cleveland, Ohio
*Birnbaum, Kenneth, Asst. Prog., Central, Cleveland, Ohio
*Blackmore, J. T., Coral Gables Exec., Miami, Fla.
*Brigham, K. E., Pub. Rel., Hartford, Conn.
*Brooks, S. A., Asst. Phys., 12th St., Washington, D. C.
*Bruner, Marylyn, Women & Girls, Pomona, Cal.
*Burdette, J. H., Phys., Wheeling, W. Va.
*Cannon, J. R., Phys., Spartanburg, S. C.
*Carter, P. L., Jr., Gen. Prog., Central Men's, Akron, Ohio
*Claypool, J. O., Asst. Phys., Central, Seattle, Wash.
*Cofer, J. W., Boys, Hutchinson, Kans.
*Cole, A. J., Jr., Asst. Boys, Lansing, Mich.
*Condit, Martha M., Prog., USO, Rantoul. Ill.
*Cox, W. C., Asst. Phys., Oklahoma City, Okla.
*Craig, G. N., Jr., Prog., Fort Lauderdale, Fla.
*Dalton, P. E., Boys, W. Fulton, Atlanta, Ga.
*Dennis, Jamie, Sr. Appraiser, Voc'l Service, New York, N. Y.
*Dickerson, C. D., Jr., Boys, W. Fulton, Atlanta, Ga.
*Dykman, A. D., Phys., Boise, Idaho
*Ehlert, J. A., Asst. Phys., Wichita Falls, Tex.
*Ernst, C. A., Asst. Educ'l, Dayton, Ohio
*Esch, G. C., Prog., Heights Br., Cleveland, Ohio
*Foley, Lloyd, Counsel. & Guid., Met. Bd., St. Louis, Mo.
*Frey, Carl, Desk, Wm. Sloane House, New York, N. Y.
*Fuessle, R. E., Asst., Univ. Cincinnati, Cincinnati, Ohio
*Garrison, E. L., Phys., New Utrecht, Brooklyn, N. Y.
*Gatewood, J. C., Asst. Prog., Carver, Topeka, Kans.
*Gleason, R. C., Phys., Taunton, Mass.
*Gooch, W. L., Memb. & Prog., Lincoln Belmont, Chicago, Ill.
*Goodwin, W. N., Couns., Voc'l Serv., New York, N. Y.
*Gorrell, L. D., Memb. & Prog., Bay City, Mich.
*Green, J. A., Exec., Branch YMCA, Lexington, Ky.
*Grensbeck, A. F., Boys' Phys., Stamford, Conn.
*Griffith, M. L., Jr., Asst. Adult Prog., Bridgeport, Conn.
*Griswold, L. E., Boys, Central, Baltimore, Md.
*Hales, W. L., Boys, Norfolk, Va.
*Hargadine, S. S., Phys. & Prog., Atchison, Kans.
*Harner, D. E., Gen. Prog., Springfield, Ill.
*Hasbargen, G. J., Phys., Joliet, Ill.
*Heiney, T. F., Asst. Boys, Evansville, Ind.
*Hinga, F. M., Boys, Battle Creek, Mich.
*Huffman, W. S., Asso., Country Club Community, Kansas City, Mo.
*Jackson, Mary A., Women & Girls, Vicksburg, Miss.
*Johnson, G. R., Boys, Fargo, N. D.
*Jones, J. R., Boys, Savannah, Ga.
*Kelloway, S. J., Boys, Chelsea, Mass.
*Krayer, F. A., Phys., Gloversville, N. Y.
*Larkin, C. W., Boys, Sioux City, Iowa
*Lingruen, R. L., Boys, Broadway, Cleveland, Ohio
*McBurney, C. E., Bldg. Bureau, National Council, Chicago, Ill.
*Mansfield, H. E., Asst. Phys. Dir., Central, Houston, Tex.
*Markuson, J. A., Boys, Rapid City, S. D.
*Marti, Lloyd B., Phys., Newton, Ia.
*Mascho, Carl S., Boys' Phys., Newark, N. J.
*Meadors, T. H., Phys., RR, Corbin, Ky.
*Meals, L. C., Asst. Boys, Peoria, Ill.
*Mercer, C. K., Boys, Southwest, Indianapolis, Ind.
*Moore, G. D., Asso., W. Berkeley, Berkeley, Cal.
*Mootz, Joan E., Asst. Phys., Covington, Ky.
*Morgan, R. T., Boys, Nashua, N. H.
*Mosenthal, W. J., Asst. Boys, Montclair, N. J.
*Myers, H. L., Gen. Secy., Clallam Co., Port Angeles, Wash.
*Nemec, R. P., Prog., Manchester, N. H.
*Niemeyer, C. E., Phys., Mansfield, Ohio
*Peach, R. J., Jr. Boys, W. Side, Cleveland, Ohio
*Peterson, I. I., Boys & Prog., Marietta, Ohio
*Pett, H. G., Phys., Greensburg, Pa.
*Powers, E. J., Boys, South Orange County, Anaheim, Calif.
*Rafuse, H. H., Boys, Brockton, Mass.
*Rea, D. W., Boys, Helena, Mont.
*Riberdy, A. L., Boys, Holyoke, Mass.
*Roberts, Katherine J., Asst. Women & Girls, Evanston, Ill.
*Rohlman, H. J., Phys., Arnett, Rochester, N. Y.
*Shaw, E. D., Phys., Kellogg, Idaho
*Shelton, Betty B., Women & Girls, Ellensburg, Wash.
*Sortman, F. E., Couns., Voc'l Serv., New York, N. Y.
*Stannard, F. K., Asst. Phys., Hannan Memorial, Detroit, Mich.
*Stephenson, Carolyn J., Women & Girls, Olean, N. Y.
*Stirling, R. A., Asst., Univ. Minn., Minneapolis, Minn.
*Stover, J. G., Prog., A. S., San Antonio, Tex.
*Tallent, Helen H., Women & Girls' Phys., Kannapolis, N. C.
*Thiel, K. A., Boys' Phys., Evanston, Ill.
*Thomas, G. D., Young Adult, Colorado Springs, Colo.
*Tomick, J. J., Asst. Phys., McBurney, New York, N. Y.
*Valett, R. E., Boys, Beverly, Chicago, Ill.
*Van Peursem, L. G., Phys., Brockton, Mass.
*Vaughn, J. D., Asst. Bus., Central, Indianapolis, Ind.
*Viafora, Barbara, Women & Girls, New Rochelle, N. Y.
*Vogel, T. J., Asst. Phys., Scranton, Pa.
*Volk, C. R., Place. Couns., Voc'l. Serv., New York, N. Y.
*Wainscott, F. A., E. Side Boys, Phoenix, Ariz.
*Wall, Eleanor V., Prog., A. S. Norfolk, Va.
*Walters, B. R., Asst. Phys., Northern, Detroit, Mich.
*Wawerna, J. J., Asst. Boys, W. Side, New York, N. Y.
*Widdoes, J. G., Asso. Phys., Pawtucket, R. I.
*Willis, J. V., Boys, Shreveport, La.
*Wilson, C. R., Prog., Blue Valley, Kansas City, Mo.
*Wimbrow, L. E., Jr., Adult Prog., Atlantic City, N. J.
*Woodard, L. A., Boys, Hutcherson, Witchita, Kans.
*Wright, R. R., Asso. Phys., Louisville, Ky.
*Zuke, Michael, Phys., Nyack, N. Y.

REENTRANTS

Brock, R. L., Boys, Carlton Ave., Brooklyn, N. Y.
Esposito, V. A., Asst. Phys., Norwalk, Conn.
Johnson, M. H., Boys & Camp, 111th St., Chicago, Ill.
Pless, J. H., City Boys, Richmond, Va.
*Schneider, W. G., District, Waterloo, Iowa

TRANSFERS

Baxter, Mary E., Prog., USO, Key West, Fla.
Blackmon, C. W., Exec., 12th St., USO, Washington, D. C.

KIRTLEY F. MATHER, chairman of the Program Committee of the National Board, was named president-elect of the American Association for the Advancement of Science at the late December meeting of the Association and affiliated scientific societies.

Boys, L. Keith, Exec., S. Shore, Chicago, Ill.
Brace, S. C., Gen. Sec., Omaha, Neb.
Enoch, J. E., Jr., Asso. Exec., Carlton Ave., Brooklyn, N. Y.
Hall, C. A., Exec., Huntington Ave., Boston, Mass.
Johnston, R. H., Exec., Gloucester Co., N. J.
Kelker, F. E., Exec., Paseo, Kansas City, Mo.
MacGregor, W. G., Gen. Sec., Met. Bd., Baltimore, Md.
Mozingo, Scotia C., Prog., USO (4th & B), Lawton, Okla.
Nooney, C. A., Gen. Sec., Sumter, S. C.
Rope, R. F., World Youth Fund, Int. Bd., National Council, New York
Shed, J. N., Gen. Sec., Lebanon, Ohio
Stackpole, P. I., Boys, Fall River, Mass.
Stahl, F. W., Exec., Central, Baltimore, Md.
Thomson, M. H., Comm. Exec., Roosevelt, Minneapolis, Minn.
Tonge, Adelaide H., Instr., Central, Ill. Transferred to Group 2 status
Voelcker, L. H., Prog., A. S., San Juan, P. R.

RETIRED SECRETARIES

Miller, C. J., Phys., Johnstown, Pa. Address: R. D. 1, Box 812, Conemaugh, Pa.
Scheer, Hans, Gen. Sec., Manchester, N. H. Address: 279 N. Bay St., Manchester, N. H.
Ward, Samuel, Assoc. Educ., Fenn Coll., Cleveland, Ohio. Address: Route 2, Box 164, Brooksville, Fla.
Willcoxon, Frank C. Address corrected from November BULLETIN: Sunny Knoll, New Highway 20 East, Hazlehurst, Miss.

OTHER SEPARATIONS

Allen, Velma L., Prog. Asst., USO, Columbus, Ga.
Avrett, J. H., Prog., Ft. Lauderdale, Fla.
Bell, Bruce, Gen. Sec., Mankato, Minn.
Hancock, G. W., Exec., Oakwood, Orange, N. J.
Hargadine, S. S., Phys. & Prog., Atchinson, Kans.
Harrison, Eloise L., Women & Girls, Everett, Wash.
Kovash, Wahneta B., Prog., USO, Key West, Fla.
Payne, H. R., Asst. Boys, W. Fulton, Atlanta, Ga.
Payne, W. E., Exec., 12th St. USO, Washington, D. C.
Rennie, W. F., World's Committee
Royse, Martha L., Program, A. S., Guam
Sethness, Helen M., Prog., A. S., Cristobal, C. Z.
Shelton, Joanne E., Women & Girls, Portsmouth, Ohio
Tucker, Luther, Gen. Sec., Yale Univ., New Haven, Conn.
Willman, H. J., Phys., Brockton, Mass.

ADVANCED FROM JUNIOR SECRETARY TO SECRETARY UNDER CLASSIFICATION PLAN

Barnett, H. D., Pub. Rel., Met. Bd., Rochester, N. Y.
Ellis, L. T., Exec., Crocker St., Des Moines, Ia.
Fairbairn, R. E., Boys, Vancouver, B. C.
Groves, C. C., Phys., Salina, Kans.
Hornstra, W. H., Field Program, S. E., Los Angeles, Cal.
Lewis, W. R., Asst. Headmaster Woodward Sch., Central, Washington, D. C.
Maxwell, G. G., Adult Prog., Vancouver, B. C.
Mooney, L. W., Res., Central, Seattle, Wash.
Pattison, T. A., Exec., S. Fulton, Atlanta, Ga.
Stacy, C. N., Instr., Hervey Jr. Coll., YMCA Schs., New York, N Y.
Tebbetts, S. R., Boys, Elkhart, Ind.

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* Junior Secretaries